

## **CHARTER**

### **UNITED STATES ARMY IN EUROPE Safety and Occupational Health Advisory Council**

**PURPOSE.** The United States Army in Europe (AE) Safety and Occupational Health Advisory Council (SOHAC) is the Army in Europe executive steering group for US Civilian, and Local National workforce specific safety and occupational health issues and operates as equivalent to the United States Army in Europe Commanders' Safety Council for these issues.

#### **AUTHORITY.**

- The Army Safety Program, AR 385-10, paragraph 2.1k;
- NATO Status of Forces Agreement and the Supplementary Agreement;
- Army in Europe Regulation 385-29 paragraph 5 c (5 (c)) and paragraph 7a(7) ;
- Federal Ministry of the Interior directive on company doctors and industrial advisor services in the administration of Federal organizations, 28 January 1978 (*GMBI* I, page 114) as revised 10 November 1981 (*GMBI*, page 516).
- Federal Personnel Representation Law (*Bundespersönalvertretungsgesetz (BPersVG)*), as modified by the Protocol of Signature to Article 56(9), NATO SOFA SA.; section 75(3) , 75(3)11. and section 81(1)

#### **MEMBERSHIP:**

The Commanding General, United States Army, Europe designates the Chief of the USAREUR Safety and Occupational Health Office as chairman of the AE SOHAC. The USAREUR Safety and Occupational Health Office will organize and facilitate discussion, presentation of information and other council actions and activities in close coordination with IMA-E Safety and Occupational Health Manager.

- **Permanent Members:**

Chief USAREUR, Safety and Occupational Health Office (Chairman)

USAREUR LN Safety Specialist (Fachkraft fuer Arbeitssicherheit) (Facilitator)

Director, Installation Management Agency, Europe Region or official designee

IMA-E Safety and Occupational Health Manager

IMA-E LN Safety Specialist (Fachkraft fuer Arbeitssicherheit)

Commander, USACHPPMEUR or official designee

Two (2) Representatives from the USAREUR Head Works Council (HWC)

Severely handicapped employee (SHE) representative

English – German Interpreter (USAREUR G1, CPD)

Recordkeeper: Entire SOHAC meetings will be voice recorded enabling the facilitator to prepare the minutes of meeting

- **Other Members** (based on ownership in the agenda items)

Chairmen of USAREUR MSC Safety Councils or official designee  
Chairmen of ASG Safety Councils or official designee  
Director of Civilian Personnel Directorate (CPD), USAREUR G-1, or official designee  
Chief of IMA-E Human Resources Division or official designee  
Chairman of 5<sup>th</sup> Signal Command Safety Council or official designee  
Chairmen of AAFES, DECA, DLA, DODDS-E, AMC-E, 7<sup>th</sup> ARCOM, COE-E Safety Council or designee  
ASG Safety Managers  
USAREUR MSC Safety Managers  
AAFES, DECA, DLA, DODDS-E, AMC-E, 7<sup>th</sup> ARCOM, COE-E Safety Managers

- **Guests**

Guests will be invited as required basis of special expertise.

**ROLES AND RESPONSIBILITIES.** The AE SOHAC facilitators are responsible for conducting the council in accordance with this charter and meeting the established task objectives. All members are responsible for active participation in the process. Attendance by permanent members, either in person or VTC, is mandatory. Other members may attend at their discretion, Guests are invited.

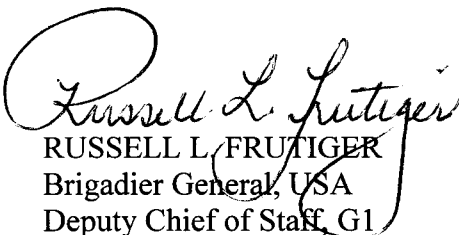
**CONCEPT OF OPERATION.** The AE SOHAC is a command event and provides a forum to ASG and USAREUR MSC Safety Council Chairmen to share lessons and experiences and to address safety topics which they can not solve at their levels. It should mainly cover BASOPS, DAC and LN related safety issues while the United States Army in Europe Commanders' Safety Council mainly covers military safety topics. Further it provides a forum to the USAREUR Head Works Council to share lessons and experiences and to address safety and occupational health topics which may not be solved at district levels.

1. The council shall meet once a quarter or as directed by the Council's chairmen
2. The meeting agenda will be distributed to permanent members, other members, and invited guests 21 working days prior the AE SOHAC meeting
3. Other members may request to add topics for discussion to the meeting agenda in writing or by email no later than 14 calendar days prior the AE SOHAC meeting. Ten days prior to the meeting, the AE SOHAC facilitator will redistribute the updated agenda.
4. Any member that submits a topic for discussion and who is not a permanent member must attend the meeting to discuss the topic. All other non-permanent members may attend at their discretion based upon whether any of the topics to be discussed are relevant to their organization. All non-permanent members that choose to attend by VTC are responsible for securing a VTC at their location for the time scheduled for the AE SOHAC.

5. The language is English except for the USAREUR HWC members who may address their issues in German via the Interpreter.
6. The council will strive to resolve safety and occupational health issues submitted to the council for discussion. Issues will only be accepted for discussion that can not be resolved at lower operational levels and have applicability in more than one ASG or USAREUR MSC. Potential AE SOHAC agenda items include:
  - a) Safety guidance in all fields of BASOPS, Local National and DAC workforce safety requirements.
  - b) Guidance on occupational health issues and requirements
  - c) Development of accident prevention initiatives and programs
  - d) Establish corrective action and define measurable objectives
7. The AE SOHAC facilitator will prepare official minutes following each meeting. Tasks and milestones developed by the council will be included in the minutes. A copy will be distributed to all members and invited guests. An additional copy shall be furnished to the Chairman of the United States Army in Europe Commanders' Safety Council . Problems beyond the scope at the AE SOHAC will be addressed at the USAREUR Commanders Safety Council.

**COORDINATION.** The Chief USAREUR Safety and Occupational Health Office will coordinate AE SOHAC decisions, tasks and requirements with all organizations, internal and external affected by recommended courses of action. IMA-E Safety Staff shall support all such activities as requested.. The United States Army in Europe Commanders' Safety Council leadership will review this charter at least annually and coordinate changes as necessary.

FOR THE COMMANDER:

  
RUSSELL L. FRUTIGER  
Brigadier General, USA  
Deputy Chief of Staff, G1